

Human Resources Bulletin 00-5

FEGLI Changes Made During 24 Apr—30 Jun 99 Open Season

As reminder to employees who made changes during the above Open Season, Pay Period beginning 23 Apr 00 will be the first pay period reflecting the changes. Also, new age bands and premiums for Option C, Family Coverage, will be effective on the pay period that begins 7 May 2000. The new age bands and rates are:

	Biweekly	Monthly
Ages 60 through 64:	\$2.60 per multiple *	\$5.63 per multiple *
Ages 65 through 69:	\$3.00 per multiple	\$6.50 per multiple
Ages 70 and over:	\$3.40 per multiple	\$7.37 per multiple

* The rates for those aged 60 to 64 are not changing.

OPM Posts A New Service Credit Calculator

The Office of Personnel Management (OPM) has recently posted a new calculator on it's website, which can be used by employees in both the FERS and CSRS retirement systems. The Retirement Service Credit Payment Calculator is targeted to federal employees interested in making a payment to get retirement service credit for a period of employment when retirement deductions were not withheld from their salaries. The calculator provides an estimate of the payment due to receive retirement service credit and can be accessed from the OPM website at: <http://www.opm.gov>

Twenty-Seven Pay Period Quirk

Leave Year 2000 began on 2 Jan 00 for Corps employees. Therefore, the leave year will have 27 pay periods. A leave year with 27 pay periods has no effect on an employee's actual accrual of leave. However, the 30-day maximum carry-over of leave remains in effect. Employees will accrue an additional 4, 6 or 8 hours of annual leave this year due to the 27 pay periods, and "use or lose" annual leave should be scheduled before 3 Dec 00. More information on pay 27 pay period pay issues can be found in the OPM Compensation Policy Memo 97-3, 2 Apr 97, located at: <http://www.opm.gov/oca/compmemo/html/cpm97-3.htm>

Guide for New Federal Employees Available

FEDweek's "Welcome to the Federal Government" Guide is FREE and can be downloaded and printed from their website at <http://www.fedweek.com>; click on the download button on the home page. You may make as many copies as you wish. According to FEDweek, Federal agencies, managers, individuals, unions, and other groups are finding it extremely useful for newcomer orientation, recruitment, career

planning, seminars and more. This guide was created from their Federal Employees Handbook, which can also be ordered on the same web site.

Reasonable Accommodation Clause To Be Included In Job Announcements

U.S. Office of Personnel Management Director Janice R. Lachance told attendees at a national training conference for the deaf and hard of hearing that federal job announcements in the competitive service will now contain a message that reasonable accommodations will be made for applicants with disabilities. She said reasonable accommodations are "the right" of individuals as they begin and progress through the government hiring process. "In the clearest of terms, I want it to be known that every qualified person for every occupation in government is welcome," said Lachance at the conference. "This type of reasonable accommodation is a minor adjustment for the federal government to ensure that a qualified person with a disability can properly apply for a job and enjoy equal benefits and privileges of employment." The Office of Personnel Management (OPM) issued a memorandum informing federal personnel directors of the requirement that competitive service agencies include an accommodation message in their job announcements. Reasonable accommodation can include such actions as modifying job duties, obtaining accessible technology or other workplace adaptive equipment, providing interpreters or restructuring work sites.

SBLMP Class 01-1

Applications for the Sustaining Base Leadership Management Program (SBLMP) to be conducted at the Army Management Staff College (AMSC) from 23 Jan 01 to 12 Apr 01 are due to CELRD-HR by 30 Jun 00. The SBLMP is a 12 week resident program conducted at the AMSC in Fort Belvoir, VA, for employees GS-12 to GS/GM-14. However, GS-11s and GM-15s may apply by exception. The intensive education program is designed to prepare Army civilian and military personnel for advancement to key leadership positions. The program provides graduate-level, professional knowledge, skill, and perspective across functional areas for leaders and managers who serve, or will serve, in the Army's sustaining base. The sustaining base includes all the functions required to successfully get the soldier to the field and back, i.e., personnel, logistics, acquisition, fiscal resources, installation management, etc. There is no cost for the program itself, and travel and per diem expenses of selectees are centrally funded by DA (except for NAF, Corps of Engineers civil works, non-DA employees and military personnel). Check out the website for more information on the program: <http://cpol.army.mil/train/fy2000/ch01sblm.html>

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